



Frederick County Board of Elections

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MINUTES of the November 17, 2021, Meeting of The Frederick County Board of Elections

The meeting was called to order at 2:10 PM, in person and via video and teleconference by the Board President, Mrs. Mary Lou Green.

PRESENT:

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| Mary Lou Green, President | Barbara Wagner, Interim Election Director |
| Shirley McDonald, Vice President | Christine Winer, Election Supervisor |
| Lawrence C. Hill, Secretary | Clifton Mowell, Election IT Specialist |
| Mary Costello, Board Member | Marc R. Welch, Election Program Assistant |
| William Woodcock, Board Member | Theresa Church, Training Program Coord. |
| Daniel B. Loftus, Board Counsel | Blaire Johnson, Judge Supervisor |
| MC Keegan-Ayer, County Council President | |

APPROVAL OF MINUTES:

Mrs. Costello made a motion to accept the October 6, 2021, meeting minutes. Mr. Woodcock seconded and the motion passed unanimously.

COUNCIL:

The County Council is considering the County Redistricting Committee's proposal and will open the discussion for public input. They will meet again on December 14 to discuss the input and will meet by end of December to vote. Ms. Keegan-Ayers thanked Ms. Wagner and Mr. Welch for their efforts in putting together the proposal.

ELECTION DIRECTOR'S REPORT

Mrs. Wagner provided a written copy of the Election Director's report and provided an overview of the contents of the report. The report included information on the City of Frederick General and the Mt. Airy Special Election as well as an update on the redistricting proposal. The 2021 Mock Election process should be completed by Thanksgiving. A new early voting site is proposed for the 2022 Gubernatorial Election. The FY 2023 budget process has begun. ES&S did additional training on equipment for

three staff members. She outlined three voter outreach events staff members attended in October. Voter registration is at 191,801 active voters. To date, there are 17 candidate filings and one pending filing for 2022.

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OLD BUSINESS:

A. FY22 BUDGET UPDATE

Mrs. Wagner updated the Board on the current budget, Exhibit A.

B. CITY OF FREDERICK ELECTION

The General Election has been certified.

C. REDISTRICTING UPDATE

In a virtual meeting on November 9, 2021, the County Redistricting Commission presented the redistricting recommendation to the County Council. The State Legislative House will meet December 6 to consider the redistricting of the Legislative and Congressional Districts. The House has been asked to consider deciding by the candidate filing deadline of February 22, 2022.

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NEW BUSINESS:

A. FY 23 BUDGET WEEK

Ms. Wagner is working with the County Budget Office to finalize the FY 23 Budget by November 19.

B. FY 23 INCREASED STIPEND FOR BOARD MEMBERS/LEGAL SERVICES INCREASE

Mr. Woodcock made the motion to increase the stipend by \$500 which reflects the last increase. Ms. McDonald seconded, and the motion passed unanimously. Mrs. Costello made a motion to raise the legal services by \$2,000. Mr. Hill seconded, and the motion passed unanimously.

C. LEGISLATIVE INITIATIVES

Based on the 2020 census, Frederick County is eligible for a fourth Early Voting Center. A law made two changes to early voting. The hours for Early Voting Centers now match Election Day hours and center locations must consider historically

disenfranchised communities as defined by high population diversity and low turnout. Early Voting Centers and Drop Boxes must cover 80% of the population.

D. WAREHOUSE ROOF REPAIR

Mr. Mowell reported that the roof repair is holding up and is an improvement over the previous repair.

E. OFFICE RE-DESIGN/AIPHONE UPDATE

Ms. Winer is leading the effort to develop a new office layout to give the team more individual space.

F. OTHER

Mrs. Costello and Mrs. McDonald both reported having made three campaign contributions.

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NEXT MEETING:

The Board scheduled its next meeting for December 1, 2021, at 2 PM in person.

EXECUTIVE SESSION:

Mr. Hill made the motion to move into Executive Session. Mrs. McDonald seconded, and the motion passed unanimously.

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EXECUTIVE SESSION SUMMARY:

On November 17, 2021 at 2:55 PM, the Frederick County Board of Elections met in Executive Session at the Elections Office in the Conference Room. This action was in accordance with the authority granted under the Annotated Code of Maryland, General Provisions Article, Section 3-305. The session discussed the following subsections under this provision:

- 3-305 (b)(1) to discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom this public body has jurisdiction; any other personnel matter that affects one or more specific individuals.

- 3-305(b)(7) to consult with counsel to obtain legal advice.

Bill Woodcock made a motion to begin the executive session, Mary Costello seconded, and the motion passed unanimously.

During the executive session, the Board discussed the following matters:

- 1) The Board discussed an office personnel matter.
- 2) The hiring process for the permanent Election Director position was discussed.

At 3:17 PM, Mr. Woodcock made a motion to adjourn the executive session, Mrs. McDonald seconded, and the motion passed unanimously.

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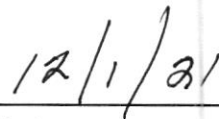
Respectfully submitted,

Theresa Church
Communications/Training Coordinator

Approved by:



Mary Lou Green, Board President



Date